



**CITY OF NEWPORT**  
DEPARTMENT OF  
FINANCE AND ADMINISTRATION  
LICENSE DIVISION  
859-292-3660

CN-18

**RENEWAL OF OCCUPATIONAL LICENSE  
FOR COMMERCIAL RENTAL PROPERTY  
LICENSE PERIOD JULY 1<sup>ST</sup> THROUGH JUNE 30TH**

NAME &  
ADDRESS  
OF  
BUSINESS

SIGNED **X** \_\_\_\_\_

OFFICIAL  
TITLE \_\_\_\_\_ DATE \_\_\_\_\_

LICENSE PERIOD  
ENDING \_\_\_\_\_

DUE ON OR  
BEFORE \_\_\_\_\_

MAKE PAYABLE TO:  
RETURN TO: CITY OF NEWPORT  
DEPT. OF FINANCE  
LICENSE DIVISION  
P O BOX 1090  
NEWPORT, KY 41071-0090

**Section I**

**1 Total Newport Gross Receipts for the Previous Year** \$ \_\_\_\_\_

**2 Multiply Line 1 by .0035. Enter amount here.** \$ \_\_\_\_\_

If the amount on line 4 is greater than \$75.00, that is the amount you pay. If the amount on line 4 is \$75.00 or less you pay the \$75.00 minimum.

**3 ACTUAL AMOUNT DUE (IF PAID BY APRIL 30)** \$ \_\_\_\_\_

**4 Penalty 10% of Line 3 (Minimum Penalty \$25.00)** \$ \_\_\_\_\_

Interest 1% of Line 3 per month.  
**5 (If postmarked by April 30)** \$ \_\_\_\_\_

**6 TOTAL REMITTANCE** \$ \_\_\_\_\_

**SECTION II**

To Properly complete this section, please list the property addresses of all commercial rental properties in Newport

**PROPERTY ADDRESS**

**PROPERTY ADDRESS**

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

The purpose of **FORM CN-18** is for the filing of a **Renewal of Occupational License for Commercial Rental Property** that is rented or leased for a **Business** not a residential purpose.

The filing date is April 30 of every year.

If you are filing Returns for previous years that are now delinquent, please file the most delinquent returns first. Be sure to include a penalty of 10% and interest at the rate of 1% per month from the April 30 of the year in which the payment was originally due.

If you are filing for a **Renewal of Occupational License for Residential Rental Property**, please go to **FORM CN-17**.

If you are filing for a **Renewal of Occupational License** by businesses/persons who have been licensed to do business in the City of Newport during the present fiscal year, please go to **FORM CN-16**.

If you want to file an initial application for an Occupational License in the City of Newport for businesses/persons who have not been licensed to do business in the City for the last fiscal year, please go to **FORM CN-2**. The City's fiscal year runs from July 1 of one year to June 30 of the next.